

Every Day Counts Grade Level Team Planning Agenda (2 hour) Work

Session for _____ using edconline.net

month

Date: _____

Time: _____ to _____

Grade Level: _____

Team Recorder: _____

Team Members Present:

Grade Level Team Recorder: Please turn in one copy to _____ by _____.

Note: You will need your edconline.net log-in information, inherited EDC Kit if available, Teacher Guide, scissors, pen, paper for question cards, and computer access to the internet and a printer. Other items will vary by grade level. The shorter times are estimates for a 90-minute grade level session and the longer times are for a 2-hour work session.

- A. **(5-10 min.) Grade Level Team Reflection:** What are the positive EDC outcomes so far? What are your concerns, if any? Does the team have ideas for addressing these? (Summarize below.)

Positives:

Concerns/Questions:

- B. **(30-35 min.) Looking ahead to next month:** Go to edconline.net and log in together. (*See your Welcome Letter forwarded to you by your principal or ask your principal for your grade level's User Name and Password.*) After logging in, click on the far right member menu. Choose 'My Subscriptions' from the drop down menu. Click on your grade level classroom. Within the 'MONTHLY ELEMENTS' tab, you can choose an EDC element by date and view photos, read summaries, and download any discussion starter questions you find helpful for introducing any of next month's EDC elements.

Note: If you started school in early August and used September elements in your first month, you'll want to skip a month ahead to view next month's elements within the website and in the teacher's guide.

List below three or four of the elements everyone on the team will be implementing next month. Have each team member choose *one* element to read about in the EDC Teacher Guide. Report back to the team regarding anything you think would be helpful for everyone to know about using the element. What math will students be learning by working with each of the elements you have listed? Include key math vocabulary.

Elements:

Math:

-OVER-

- C. **(10-15 min.) Student Questioning:** The EDC Teacher's Guide and Planning and Assessment Guides provide many sample questions to help develop concepts and language, and to engage students in reasoning and problem solving. Revisit the EDC element you each read up about in Step B and add a few questions to the backs of question cards you chose to download and print, or create additional cards.

Include an example of:

1. a question that focuses on using the element's visual model to develop a big idea or concept
2. a question that engages students in reasoning and/or problem solving
3. a question that will encourage students to share their observations

Attach copies of your team's questions cards.

- D. **(5-10 min.) Complete plan for first week of the new month:** Create your own week planner or use the Weekly Planner on EDC, p. 11. List for each day, the element that will be the primary focus of discussion and elements that will be updated only. If there is time, complete a plan for the second week, also.

Attach a copy of one team member's plan for the first week of the month.

- E. **(35-45 min.) Materials Preparation:** Referring to the edconline.net color photos and your Teacher's Guide, help one another locate and prepare the items needed from your inherited EDC Kit if available and Teacher Resource Cardstock. Then print copies of any blacklines from the back of the Teacher Guide that are needed to complete your EDC elements for next month. What elements do you have ready for next month? What do you have left to do?

Ready:

Still need to prepare:

- F. **(5 min.) Feedback:** Was the session helpful to your team's understanding, planning, and preparation of Every Day Counts for next month? _____ If yes, would your team like to have time provided to do this again next month? _____ If no, what would you change to make the session more helpful and productive?

Did your team have enough time to complete each task? _____

If not, how much time would you have needed? _____

Would you change the order of the activities in the work session? _____

If you answered yes, how would you suggest reordering them?